

261—38.3 (15E) Program eligibility and application requirements.

38.3(1) *Eligibility.* To be eligible under the program, an applicant shall meet all of the following requirements:

- a.* The applicant shall propose to operate a regional sports authority district that is governed by a board.
- b.* The board shall consist of seven members named by the applicant, of whom at least one member shall be a city council member of a city located in the proposed district.
- c.* The board shall propose, and be responsible for overseeing, a program of activities designed to foster the active promotion of one or more nonprofessional sporting events in the district during the fiscal year for which the applicant is applying for funding.
- d.* The applicant shall demonstrate an amount of local match equal to at least 50 percent of the amount of grant funds to be received by the applicant under the program. The local match shall be in the form of cash.
- e.* The applicant shall submit a completed application including all of the information described in subrule 38.3(2).
- f.* The applicant shall submit the application on or before the application deadline established in subrule 38.3(3).

38.3(2) *Application requirements.* When submitting an application for grant funds under the program, an applicant shall include all of the following information:

- a.* The applicant's name, mailing address, e-mail address, telephone number, contact person, and federal employer identification number.
- b.* A detailed description of the nonprofessional sporting events the applicant intends to actively promote using funds received under the program.
- c.* The date each proposed nonprofessional sporting event will be held and the location at which the event will be held.
- d.* Written documentation establishing the amount and source of the required local cash match.
- e.* Names and contact information of the board and an indication as to which of the board members are city council members as required under this rule.
- f.* Detailed information and projections sufficient to enable the authority to accurately assess the economic impact of the nonprofessional sporting events described in the application. Such information shall include the estimated number of participants and the estimated number of spectators expected to attend the event. If the applicant has previously held substantially similar events, the information shall include actual attendance figures from past events.

38.3(3) *Deadlines.* The authority will only consider applications received on or before the applicable deadline. The deadline shall be 4:30 p.m. on September 1 of each fiscal year unless the authority, at its sole discretion, provides a different deadline for the submission of applications. The authority may provide a different deadline for the program as a whole, but the authority will not change the deadline at the request of any individual applicant. The authority will develop an application process and post all relevant application information, including deadline changes, on its Internet site at www.traveliowa.com.